

# SPECIAL MEETING OF THE OKLAHOMA WORKERS' COMPENSATION COMMISSION

Thursday, April 12, 2018  
1:30 p.m.  
Commission Chambers  
1915 N. Stiles Avenue, 2<sup>nd</sup> Floor  
Oklahoma City, Oklahoma  
[www.wcc.ok.gov](http://www.wcc.ok.gov)

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## *AGENDA*

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**CALL TO ORDER .....Chairman Mark Liotta**

**ROLL CALL.....Chairman Mark Liotta**

### **MINUTES**

The drafted minutes of March 29, 2018 and March 30, 2018 public meetings of the Commission will be considered for approval.

**THE FOLLOWING MATTERS ARE PRESENTED FOR CONSIDERATION AND ACTION, IF ANY, DEEMED APPROPRIATE BY THE COMMISSION. PUBLIC COMMENTS ARE LIMITED TO THE AGENDA ITEMS LISTED.**

**1. Consent Agenda for Travel Vouchers Currently Outstanding**

85A O.S. § 23 states any Commissioner or employee of the Commission shall be entitled to receive his or her necessary traveling expenses as provided in the State Travel Reimbursement Act. The expenses shall be certified by the person who incurred them and shall be allowed and paid on presentation of vouchers approved by the Commission. In accordance with this section, the Commission will consider a vote to approve the currently outstanding vouchers.

All vouchers listed within this Consent Agenda have been made available to each Commissioner prior to today's meeting, are considered routine, and will be enacted by one motion of the Commission. If separate discussion is desired, that item may be removed from the Consent Agenda and voted upon separately.

**Possible Action:**

Possible action may include, but is not limited to: taking no action; approving some, all or none of the vouchers listed in this Consent Agenda; continuing the matter.

**2. Discussion and Consideration of Proposed Lease for 3rd Floor Office Space for Fiscal Year 2019**

The Commission will discuss and consider approving a proposed lease with the Office of Management and Enterprise Services (OMES) for the 3rd Floor office space in the Denver Davison Building for FY 2019 in the amount of \$84,948.00.

**Possible Action:**

Possible action may include, but is not limited to: taking no action, continuing the matter, approving the lease with OMES in the amount of \$84,948.00 or not approving the lease.

**3. Discussion and Consideration of Proposed Lease for Tulsa Office Space for Fiscal Year 2019**

The Commission will discuss and consider approving a proposed lease with the Office of Management and Enterprise Services (OMES) for the Tulsa office space in the Kerr State Office Building for FY-2019 in the amount of \$46,699.56.

**Possible Action:**

Possible action may include, but is not limited to: taking no action, continuing the matter, approving the lease with OMES in the amount of \$46,699.56 or not approving the lease.

**4. Discussion and Consideration of Renewal of a Contract between the Commission and Lowery and Associates for court reporting services for Fiscal Year 2019**

The Commission will discuss and consider renewing a contract between the Commission and Lowery and Associates for court reporting services for FY-2019. The cost of the contract is \$50,000.00.

**Possible Action:**

Possible action may include, but is not limited to: taking no action, continuing the matter, approving or not approving renewal of the contract with Lowery and Associates.

**5. Discussion and Consideration of Renewal of the Shared Services Agreement between the Commission and the Office of Management Enterprise Services for Fiscal Year 2019**

The Commission will discuss and consider renewing the Shared Services Agreement with the Office of Management Enterprise Services for FY-2019, encumbering funds in the amount of \$533,839.38. This Agreement includes Risk Management, Information Services, Human Capital Management, and Central

Accounting and Reporting. The Agreement signed in FY-2018 continues until such time as modified or terminated.

**Possible Action:**

Possible action may include, but is not limited to: taking no action, continuing the matter, approving or not approving renewal of the Shared Services Agreement with the Office of Management Enterprise Services for FY-2019, encumbering funds in the amount of \$533,839.38.

**6. Discussion and Consideration of Renewal of Self-insurance Guaranty Fund Board Contract for Fiscal Year 2019**

Under 85A O.S., § 99 the Commission may contract with an appropriate state governmental entity, as approved by the Commission, for claims administration, including processing, investigating and paying valid claims against an impaired self-insurer with the monies from the released security.

The Commission will discuss and consider approving a one-year renewal of the contract with the Self-insurance Guaranty Fund Board in the amount of \$30,880.00 for workers' compensation claims administration services dealing with the security posted by a self-insurer and released for the payment of the self-insurer's workers' compensation obligations.

**Possible Action:**

Possible action may include, but is not limited to: taking no action, continuing the matter, approving or not approving the one-year renewal contract with the Self-insurance Guaranty Fund Board for FY-2019 in the amount of \$30,880.00.

**7. Possible Executive Session Pursuant to Title 25 O.S., § 307(B)(1) for the purpose of discussing the employment or resignation of Chief Financial Officer, Jennifer Reeves.**

**A. Motion and Vote to:**

Go into Executive Session under Title 25 O.S. § 307(B)(1) for purposes of discussing the employment or resignation of Chief Financial Officer, Jennifer Reeves.

**B. Motion and Vote to Reconvene in Open Session**

**Possible Action:**

Discussion and possible action on employment or resignation of Chief Financial Officer, Jennifer Reeves, as discussed in Executive Session.

**8. Announcements**

The Commission's next regularly scheduled business meeting is on Thursday, April 19, 2018. The Commission's next regularly scheduled appeals meeting is on Friday, April 20, 2018.

**ADJOURNMENT.....Chairman Mark Liotta**